

July-06

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
						1 Payroll Weekend-Pay Period 12 System available 6:00 AM to 4:00 PM CST FDW available 5:00 AM to 6:00 PM CST
2 Payroll Weekend-Pay Period 12 System available after payroll cycle completes. FDW available 6:00 AM to 4:00 PM CST	3 Run Interfaces and Nightly Cycle Transmit final 224 to Treasury. Run Preliminary Annual Close and Reversal Jobs	4 <i>Fourth of July Holiday</i> <i>No Cycles</i>	5 Run Interfaces and Nightly Cycle	6 Run Interfaces and Nightly Cycle Run Reproc Cycle	7 Run Interfaces and Nightly Cycle	8 Maintenance Weekend System available 6:00 AM to 11:45 AM CST FDW available 5:00 AM to 6:00 PM CST
9 Maintenance Weekend system available 6:00 AM to 9:00 PM CST FDW available 5:00 AM to 4:00 PM CST	10 Run Interfaces and Nightly Cycle	11 Run Interfaces and Nightly Cycle	12 Run Interfaces and Nightly Cycle	13 Run Interfaces and Nightly Cycle Run Reproc Cycle	14 Run Interfaces and Nightly Cycle FACTS II window opens	15 Payroll Weekend-Pay Period 13 System available 6:00 AM to 4:00 PM CST FDW available 5:00 AM to 6:00 PM CST
16 Payroll Weekend-Pay Period 13 System available after payroll cycle completes. FDW available 6:00 AM to 4:00 PM CST	17 Run Interfaces and Nightly Cycle	18 Run Interfaces and Nightly Cycle	19 Run Interfaces and Nightly Cycle Run Payroll Estimates	20 Run Interfaces and Nightly Cycle Last GOALS run. Run Reproc Cycle	21 Run Interfaces and Nightly Cycle Review payroll estimates.	22 Maintenance Weekend System available 6:00 AM to 11:45 AM CST FDW available 5:00 AM to 6:00 PM CST
23 Maintenance Weekend system available 6:00 AM to 6:00 PM CST FDW available 5:00 AM to 4:00 PM CST	24 Run Interfaces and Nightly Cycle Run PROP Depreciation Import acctg period 10/06 Intradepartmental balances from FACTS I file to ITRS	25 Run Interfaces and Nightly Cycle	26 Run Interfaces and Nightly Cycle Review depreciation records Run TELE and UTVN accruals Last feeder disbursement.	27 Run Interfaces and Nightly Cycle Accelerate disbursements thru 07/31 Run Reproc Cycle FACTS II window closes	28 Run Interfaces except TELE and UTVN and Nightly Cycle Review accruals.	29 Payroll Weekend-Pay Period 14 System available 6:00 AM to 4:00 PM CST FDW available 5:00 AM to 6:00 PM CST
30 Payroll Weekend-Pay Period 14 FDW available 6:00 AM to 4:00 PM CST System available after payroll cycle completes.	31 Run Interfaces except TELE and UTVN, Nightly Cycle, monthly close and final 224					

August-06

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
		1 Run Interfaces and Nightly Cycle Transmit final 224 to Treasury. Run Preliminary Annual Close and Reversal jobs.	2 Run Interfaces and Nightly Cycle	3 Run Interfaces and Nightly Cycle	4 Run Interfaces and Nightly Cycle	5 Maintenance Weekend System available 6:00 AM to 11:45 AM CST FDW available 5:00 AM to 6:00 PM CST
6 Maintenance Weekend Run Reproc Cycle System available 6:00 AM to 9:00 PM CST FDW available 5:00 AM to 4:00 PM CST	7 Run Interfaces and Nightly Cycle	8 Run Interfaces and Nightly Cycle	9 Run Interfaces and Nightly Cycle	10 Run Interfaces and Nightly Cycle Draft MD&A shell for FY06 PAR to OIG	11 Run Interfaces and Nightly Cycle	12 Payroll Weekend-Pay Period 15 System available 6:00 AM to 4:00 PM CST FDW available 5:00 AM to 6:00 PM CST
13 Payroll Weekend-Pay Period 15 FDW available 6:00 AM to 4:00 PM CST System available after payroll cycle completes.	14 Run Interfaces and Nightly Cycle	15 Run Interfaces and Nightly Cycle OMB A-11 Exhibit 52 Rpt on Resources for Financial Mgmt Activities sent to agencies SUSF tracking report as of 7/31	16 Run Interfaces and Nightly Cycle	17 Run Interfaces and Nightly Cycle	18 Run Interfaces and Nightly Cycle Run Payroll Estimates	19 Maintenance Weekend System available 6:00 AM to 11:45 AM CST FDW available 5:00 AM to 6:00 PM CST

August-06

20 Maintenance Weekend Run Reproc Cycle System available 6:00 AM to 9:00 PM CST FDW available 5:00 AM to 4:00 PM CST	21 Run Interfaces and Nightly Cycle Run PROP Depreciation	22 Run Interfaces and Nightly Cycle Review payroll estimates.	23 Run Interfaces and Nightly Cycle Review depreciation records. Import acctg period 11/06 Intradepartmental balances from FACTS I file to ITRS	24 Run Interfaces and Nightly Cycle Last GOALS run	25 Run Interfaces and Nightly Cycle OIG to submit interim legal Representation Letter and Mgmt Schedule to DOJ, FNS & GAO	26 Payroll Weekend-Pay Period 16 System available 6:00 AM to 4:00 PM CST FDW available 5:00 AM to 6:00 PM CST
27 Payroll Weekend-Pay Period 16 FDW available 6:00 AM to 4:00 PM CST System available after payroll cycle completes.	28 Run Interfaces and Nightly Cycle MAF window opens-agencies review, update and submit MAF to Treasury Last feeder disbursement. Run TELE and UTVN accruals	29 Run Interfaces and Nightly Cycle Accelerate disbursements thru 08/31	30 Run Interfaces except TELE and UTVN and Nightly Cycle Review accruals	31 Run Interfaces except TELE and UTVN, Nightly Cycle, monthly close and final 224. FMFIA/FFMIA Assurance statements and remediation plans due to OCFO-FPP (PAD) Monthly status of 6653/54/55 reconciliations as of 7/31/06 Lead Summary of Suspense balances as of 7/31/06 Explanations/causes and actions planned for abnormal balances as of 7/31/06		

September-06

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
					1 Run Interfaces and Nightly Cycle Transmit final 224 to Treasury. Run Preliminary Annual Close and Reversal Jobs. Intragovernmental material differences with confirmed reporting by agency and trading partner for the 3rd qtr must be resolved. If not	2 Maintenance Weekend System available 6:00 AM to 11:45 AM CST FDW available 5:00 AM to 6:00 PM CST
3 Maintenance Weekend Run Reproc Cycle System available 6:00 AM to 9:00 PM CST FDW available 5:00 AM to 4:00 PM CST	4 <i>LABOR DAY HOLIDAY</i> <i>No Cycles</i>	5 Run Interfaces and Nightly Cycle MAF window closes	6 Run Interfaces and Nightly Cycle	7 Run Interfaces and Nightly Cycle	8 Run Interfaces and Nightly Cycle	9 Payroll Weekend-Pay Period 17 System available 6:00 AM to 4:00 PM CST FDW available 5:00 AM to 6:00 PM CST
10 Payroll Weekend-Pay Period 17 FDW available 6:00 AM to 4:00 PM CST System available after payroll cycle completes.	11 Run Interfaces and Nightly Cycle GFRS opens for closing package submission.	12 Run Interfaces and Nightly Cycle	13 Run Interfaces and Nightly Cycle Submit budget execution requests that require approval by OMB, including SF-132s, SF-115s & warrant requests to OBPA	14 Run Interfaces and Nightly Cycle	15 Run Interfaces and Nightly Cycle 4th qtr accrual and estimates provided to agencies and OIG SUSF tracking report as of 8/31	16 Maintenance Weekend System available 6:00 AM to 11:45 AM CST FDW available 5:00 AM to 6:00 PM CST

September-06

17

Maintenance Weekend
Run Reproc Cycle
System available 6:00
AM to 9:00 PM CST
FDW available 5:00 AM
to 4:00 PM CST

18

Run Interfaces and Nightly
Cycle

19

Run Interfaces and
Nightly Cycle
Run Payroll Estimates

20

Run Interfaces and
Nightly Cycle
Last day PCAS job can
be run to generate IPAC
collections. IPAC bills
will be created for BP's
created from this run on
Friday, 9/22.
Last day to input bills
into IBIL for yearend
IPAC collections. IPAC
bills for data entered and
accepted in IBIL and
ABCO will be generated
on 9/22.

21

Run Interfaces and Nightly
Cycle
Last GOALS run
Run PROP Depreciation

22

Run Interfaces and Nightly
Cycle
Last feeder disbursement.
Run TELE and UTVN accruals
Record 4th qtr accruals and
estimates
Provide update of legal
representation letter to OIG
with copy to ACFO-FO
Transmit IPAC bills from
FFIS/GOALS and ABCO/IBIL
file

23

Payroll Weekend-Pay Period
18
System available 6:00 AM
to 4:00 PM CST
FDW available 5:00 AM to
6:00 PM CST
Submit budget execution
requests including new
account symbols, warrants &
SF-1151 requests to OBPA

September-06

<p>24</p> <p>Payroll Weekend-Pay Period 18</p> <p>FDW available 6:00 AM to 4:00 PM CST</p> <p>System available after payroll cycle completes.</p> <p>Run all interfaces and nightly cycle, if needed.</p>	<p>25</p> <p>Run only ABCO, PROP, CAPS and OTRS Interfaces and Nightly Cycle</p> <p>Run PROP Depreciation</p> <p>Run IAS Consistency Report.</p> <p>All feeders except ABCO, CAPS, PROP and OTRS will be dated October 1, FY07.</p> <p>Summarize legal letter response for USDA for items as of 9/15/06 into OMB table format and submit to OIG</p>	<p>26</p> <p>Run only ABCO, PROP, CAPS and OTRS Interfaces and Nightly Cycle</p> <p>Run Reproc Cycle</p> <p>Run IAS Consistency Report</p> <p>Accelerate disbursements thru 09/30. This will be the last day for direct entry of payments.</p> <p>All feeders except ABCO, CAPS, PROP and OTRS will be dated October 1, FY07.</p> <p>Review accruals</p>	<p>27</p> <p>Run only ABCO, PROP, CAPS and OTRS Interfaces and Nightly Cycle with no disbursements</p> <p>Run IAS Consistency Report</p> <p>All feeders except ABCO, CAPS, PROP and OTRS will be dated October 1, FY07.</p> <p>Review depreciation records.</p> <p>Run the annual close reversal jobs in final mode: Annual Close Payables Reversal Process, Annual Close Accrual Reversal Process and Annual Close Obligation Reversal Process.</p>	<p>28</p> <p>Run only ABCO, PROP, CAPS and OTRS Interfaces and Nightly Cycle with no disbursements</p> <p>PROP system will close at 5:00 PM CST</p> <p>Run PROP End of Month Job</p> <p>Run IAS Consistency Report</p>	<p>29</p> <p>Run IPAC at 3:00 PM, OTRS at 4:00 PM.</p> <p>Run CAPS, ABCO, PROP and OTRS Interfaces when notified.</p> <p>Run Nightly Cycle with no disbursements.</p> <p>Run IAS Consistency Report</p> <p>PROP System Unavailable</p> <p>Last ABCO run.</p> <p>Last day to input/update C8's and DD's to record IPAC collections and disbursements</p> <p>FACTS I ATB submission window opens</p> <p>Run PXXAACRQ, Annual Close Requisition Reversal Processing and Report job, in final mode.</p> <p>IAS/FFIS interface closes at 7:00 PM (ET).</p>	<p>30</p> <p>Applications available until 3:00 PM CST</p> <p>Run Annual Close</p> <p>Receivables Transfer</p> <p>Process in final mode.</p> <p>Run nightly cycle, September month close and final 224</p> <p>Monthly status of 6653-54-55 calculated differences as of 8/31/06</p> <p>Expired accts moved to cancelled</p> <p>Program systems general ledgers close</p> <p>Lead Summary of Suspense balances as of 8/31/06</p> <p>Explanations/causes and actions planned for abnormal balances as of 8/31/06</p> <p>Run Preliminary Annual Close job</p>
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October-06

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
1 No system availability <i>Complete monthly cycles</i> FDW available 5:00 AM to 4:00 PM CST Import accounting period 12/06 intradepartmental balances from FACTS-I file to ITRS	2 Run Interfaces and Nightly Cycle Transmit final 224 to Treasury. Run Preliminary Annual Close Job. Run PROP end of Month job PROP System unavailable Schedule of Unprocessed Intradepartmental IPAC bills provided to agencies.	3 Run Interfaces and Nightly Cycle PROP System unavailable	4 Run Interfaces and Nightly Cycle PROP system unavailable	5 Run Interfaces and Nightly Cycle	6 Run Interfaces and Nightly Cycle Certification that FMFIA tarest for 9/30/06 were completed or explanations if targets revised Close ITRS for yearend reporting IFCS reporting window opens for update Final listing of all warrants processed during FY 06	7 Payroll Weekend-Pay Period 19 System available 6:00 AM to 4:00 PM CST FDW available 5:00 AM to 6:00 PM CST
8 Payroll Weekend-Pay Period 19 <i>Run MASC roll.</i> FDW available 6:00 AM to 4:00 PM CST System available after payroll cycle completes. Nightly cycle, if needed	9 <i>Columbus Day Holiday Cycles, if needed</i>	10 Run Interfaces and Nightly Cycle Run Preliminary Annual Close Job with no errors Adjustments, excluding cash, processed into FFIS Last day of period 13 adjustments	11 Run Interfaces and Nightly Cycle	12 Run Interfaces and Nightly Cycle Monthly status of 6653-54-55 calculated differences as of 9/30/06 Apportionment schedules for selected treasury symbols	13 Run Interfaces and Nightly Cycle FACTS II 4th qtr window opens and all submissions to Treasury not certified Record cash adjustments TROR window opens at Treasury	14 Maintenance Weekend System available 6:00 AM to 11:45 AM CST FDW available 5:00 AM to 6:00 PM CST
15 Maintenance Weekend Run Reproc Cycle System available 6:00 AM to 9:00 PM CST FDW available 5:00 AM to 4:00 PM CST	16 Run Interfaces and Nightly Cycle Last day to close Period 13 Response to FFIS sample as of 9/30/06 with appropriate supporting documentation to OIG Lead Summary of Suspense balances as of 9/30/06 Provide period 12 Account Variance Analysis for changes greater than or equal to \$25 million and greater than or equal to 10% to OIG and ACFO-FO Year-end data entry for Statement of Financing and Program data due for input into FSDW SUSF tracking report as of 9/30	17 Run Interfaces and Nightly Cycle Period 13 financial statements as of 9/30/06 available for agency and OIG review in FSDW Reporting Center FACTS I file for intragovernmental balances and GFRS to ACFO-FO Response to 4th quarter sampled items to OIG	18 Run Interfaces and Nightly Cycle ACFO-FO provides Management's Explanation of Significant Variances template to agencies	19 Run Interfaces and Nightly Cycle IFCS closes for the 4th quarter Intragovernmental 4th quarter agency data file due to Treasury and OIG	20 Run Interfaces and Nightly Cycle Year end templates for notes, SI, obligations incurred due to ACFO-FO. Agencies submit 4th quarter management's Explanation of Significant Variances. Standalone year-end comparative unaudited financial statements and notes provided to OIG and ACFO-FO. Subcabinet and Mission areas provide management representation letter for PAR including year-end statements with CFO certification to OCFO.	21 Payroll Weekend-Pay Period 20 System available 6:00 AM to 4:00 PM CST FDW available 5:00 AM to 6:00 PM CST

October-06

22 Payroll Weekend-Pay Period 20 FDW available 6:00 AM to 4:00 PM CST System available after payroll cycle completes.	23 Run Interfaces and Nightly Cycle	24 Run Interfaces and Nightly Cycle Run Payroll Estimates Response to Period 13 sampled items to OIG	25 Run Interfaces and Nightly Cycle Review depreciation records FMS provides 3rd quarter Intragovernmental Activity Reporting data to OCFO Explanations for material differences to ACFO-FO	26 Run Interfaces and Nightly Cycle Last GOALS run Run PROP Depreciation Review payroll estimates	27 Run Interfaces and Nightly Cycle Accelerate disbursements thru 10/31 Last GOALS run Responses/Support for sample of 4th quarter items selected by OIG from ITRS Provide unaudited final draft of PAR including consolidated financial statements and notes to OIG, with appropriate support Explanations/causes and actions planned for abnormal balances as of 9/30/06 Summary spreadsheet with status of personal property reconciliations as of 9/30/06 and electronic files of all completed PROP reconciliations for non-standalone agencies provided to OIG CPAIS reconciliations to FFIS as of 9/30 for non-	28 Maintenance Weekend System available 6:00 AM to 11:45 AM CST FDW available 5:00 AM to 6:00 PM CST
29 Maintenance Weekend system available 6:00 AM to 9:00 PM CST FDW available 5:00 AM to 4:00 PM CST	30 Run Interfaces except TELE and UTVN and Nightly Cycle Review accruals. Submit 4th quarter Status of Disposition Certification to Treasury and OIG	31 Run Interfaces except TELE and UTVN and Nightly Cycle, monthly close and final 224. Draft Agency Closing Package submission due in GFRS.	Revised 9/5/06			

November-06

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
			1 Run Interfaces and Nightly Cycle Transmit final 224 to Treasury. Run Preliminary Annual Close Job. Provide advance copy of unaudited PAR to OMB for comment	2 Run Interfaces and Nightly Cycle All FACTS II 4th quarter submissions to Treasury certified OIG provides final audit adjustments for consolidated financial statements	3 Run Interfaces and Nightly Cycle Standalone agencies provide final audited financial statements and notes to OIG and ACFO-FO Agency enters audit adjustments in Period 14 and closes Period 14 Revised year end templates for notes, SI, obligations incurred and SOF due to ACFO-FO	4 Payroll Weekend-Pay Period 21 System available 6:00 AM to 4:00 PM CST FDW available 5:00 AM to 6:00 PM CST
5 Payroll Weekend-Pay Period 21 FDW available 6:00 AM to 4:00 PM CST System available after payroll cycle completes.	6 Run Interfaces and Nightly Cycle Revised ATB file for Intragovernmental balances and GFRS to ACFO-FO	7 Run Interfaces and Nightly Cycle Last day to close all FY06 open periods Run annual close.	8 Run Interfaces and Nightly Cycle Provide SBR Reconciliation (as of 9/30) of lines 9 and 10 to OIG Provide update of legal representation letter to OIG with copy to ACFO-FO Provide finald PAR including adjusted comparative consolidated financial statements and notes to OMB/OIB Summarize legal letter response for USDA for items as of 11/2/06 into OMB table format and submit to OIG Management Representation Letter signed by CFO and Secretary provided to OIG	9 Run Interfaces and Nightly Cycle OIG issues final audited standalone financial statements reports Final Agency Closng Package submission due in GFRS (including audit adjustments)	10 <i>Veterans' Day Holiday</i> <i>No Cycles</i> OIG provides draft consolidated audit report to OCFO Exit conference held to discuss audit findings for CFS	11 Maintenance Weekend System available 6:00 AM to 11:45 AM CST FDW available 5:00 AM to 6:00 PM CST

November-06

12 Maintenance Weekend Run Reproc Cycle System available 6:00 AM to 9:00 PM CST FDW available 5:00 AM to 4:00 PM CST	13 Run Interfaces and Nightly Cycle	14 Run Interfaces and Nightly Cycle OIG issues final audited consolidated financial statements report	15 Run Interfaces and Nightly Cycle Final audited consolidated financial statements, standalone financial statements and copies of the management representation letter submitted to OMB, Main Treasury and GAO Performance and Accountability Report released to the President, OMB Director and Congress, Main Treasury, FMS and GAO TROR window closes at Treasury Submit final Legal Representation Letter and Management Schedule to DOJ, FMS & GAO CFO approves fiscal year end closing package	16 Run Interfaces and Nightly Cycle Management Representation Letter for the special purpose financial statements signed by CFO and Secretary	17 Run Interfaces and Nightly Cycle Provide opinion on fiscal yearend closing package Publish closing package opinion	18 Payroll Weekend-Pay Period 22 System available 6:00 AM to 4:00 PM CST FDW available 5:00 AM to 6:00 PM CST
19 Payroll Weekend-Pay Period 22 FDW available 6:00 AM to 4:00 PM CST System available after payroll cycle completes.	20 Run Interfaces and Nightly Cycle Run Payroll Estimates Run PROP Depreciation	21 Run Interfaces and Nightly Cycle	22 Run Interfaces and Nightly Cycle Review depreciation records. Review payroll estimates. Last GOALS run.	23 Run Interfaces and Nightly Cycle	24 <i>Thanksgiving Holiday No Cycles</i>	25 Maintenance Weekend System available 6:00 AM to 11:45 AM CST FDW available 5:00 AM to 6:00 PM CST

November-06

<p>26 Maintenance Weekend Run Reproc Cycle System available 6:00 AM to 9:00 PM CST FDW available 5:00 AM to 4:00 PM CST</p>	<p>27 Run Interfaces and Nightly Cycle Last feeder disbursement. Run TELE and UTVN accruals</p>	<p>28 Run Interfaces and Nightly Cycle Accelerate disbursements thru 11/30</p>	<p>29 Run Interfaces except TELE and UTVN and Nightly Cycle Review accruals Letter of assurance indicating that the CFO and IG agree to the information as reported in FIPS</p>	<p>30 Run Interfaces except TELE and UTVN, Nightly Cycle, monthly close and final 224. FACTS I ATB submission to Treasury CFO sends email on subsequent changes or no changes to the Management Rep letter and financial statements due to subsequent events CFO certification for semiannual reviews of Unliquidated Obligations, as of 3/31 and 9/30 Completed OMB A-11 Exhibit 52 Report on Resources for Financial Management Activities returned to ACFO-FO</p>		
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